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7 July 1949

ATTN: Assistant Director for Collection and Dissemination
Assistant Director for Operations
Assistant Director for Reports and Estimates
Assistant Director for Special Operations
Assistant Director for Scientific Intelligence
Assistant Director for Policy Coordination
Chief, ICAP

SUBJECT: Operational Coordination Group

1. Below is a list of current CIA problems referred to in our meeting 7 July 1949, which is sent to you as a matter of interest rather than actions:

- (a) An upgrade Career Management Program for CIA civilian employees to include a CIA Intelligence Training Program.
- (b) Continuing attention to best utilization of IAC personnel by CIA, in all offices.
- (c) A formal agency wide indoctrination program for new civilian employees and incoming IAC personnel.
- (d) The problem of building up "directed collection" (more and better requirements).
- (e) The development of the next budget throughout the current fiscal year.
- (f) The functions and working methods of the Management Branch.

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